

COA Executive Committee Meeting

May 17, 2018 2:00 p.m.

Present: Mary Williford, Pat Jordan, Janice Colbert, Dorothy Gagnon, Hope Macary

Minutes of March 15, 2018 and April 15, 2018 accepted with no changes.

Treasurer: Petty cash is in balance.

Correspondence: A letter from Tom Travis with questions about how policy is created and a complaint that he was unable to attend fitness class due to overcrowding. The issue of class sizes was discussed. Instructors are certified and set their own maximum capacity. Max size is not directly correlated with room size. The Director spoke about how hard it can be to lead classes, not all fun and games as it may appear, is dangerous / stressful to have an overcrowded class. We are adding more classes to the schedule, posting policy reminders in the Senior News, and on the website.

The COA is challenged by scaling up operations to meet the new demand. For example 100 new members in the first month, alone.

Program registration policy was also discussed. Programs which are paid for by the member belong to the member and may be transferred to another member. Free of charge programs are NOT transferrable. Those registrations must be cancelled with the Front Desk, and we will follow wait list protocols to fill cancellations.

The committee expressed support for the existing policies, and we will work on sharing that info more widely with our service population. Committee requested an update on the community gardens, the Director had no new information. The COA shares concerns about the lack of COA resources and staff to absorb: larger space, more programs, more members, administering after hours use, plus adding food service and gardening with no additional support.

Mary Williford: Nominating Committee process for FY19 is underway.
Director: We are working with Life Path Inc to develop a Luncheon Club model to begin possibly in the autumn. This will be a volunteer run program. The kitchen still needs a few items such as pots and pans.

Meeting Adjourned at 3:00 p.m.

Minutes submitted by Hope Macary